



**COUNTY OF LOS ANGELES  
DEPARTMENT OF AUDITOR-CONTROLLER**

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J. TYLER McCAULEY  
AUDITOR-CONTROLLER

May 9, 2007

TO: Supervisor Zev Yaroslavsky, Chairman  
Supervisor Gloria Molina  
Supervisor Yvonne B. Burke  
Supervisor Don Knabe  
Supervisor Michael D. Antonovich

FROM: J. Tyler McCauley   
Auditor-Controller

SUBJECT: **GROUP HOME PROGRAM MONITORING REPORT – B AND I GROUP  
HOME INCORPORATED - B AND I GROUP HOMES I AND II**

We have completed a review of B and I Group Homes I and II (Group Home or Agency) operated by B and I, Incorporated. Each Group Home contracts with the Department of Children and Family Services (DCFS) and the Probation Department (Probation).

B and I Group Homes are each six-bed facilities, which provide care for boys ages 13-17 years who exhibit behavioral, social, and emotional difficulties. At the time of the monitoring visit, B and I Group Home I was providing services for one DCFS child and four Probation children. B and I Group Home II was providing services for one DCFS child and two Probation children.

B and I Group Homes are located in the First District.

**Scope of Review**

The purpose of the review is to determine whether the Agency is providing the services as outlined in their Program Statement. Additionally, the review covers basic child safety and licensing issues and includes an evaluation of the Agency's Program Statement, internal policies and procedures, child case records, a facility inspection, and interviews with children placed in the Group Home at the time of the review. Interviews with children are designed to obtain their perspectives on the program services provided by the Agency and to ensure adherence to the Foster Youth Bill of Rights.

*"To Enrich Lives Through Effective and Caring Service"*

### **Summary of Findings**

Generally, the Agency is providing the services as outlined in their Program Statement. The Agency needs to address several deficient areas.

Both Group Homes need to clean the kitchen oven, develop comprehensive Needs and Services Plans, and provide all children with the required \$50 monthly clothing allowance.

B and I Group Home I needs to repair the exterior wooden fence, repair or replace the bathtub, repair the window in the children's bathroom, and repair window screens. The Group Home also needs to clean the carpet throughout the Group Home and replace the mirror in the children's bedroom.

B and I Group Home II needs to repair and paint the interior walls throughout the Group Home and provide children with the required minimum weekly allowance.

Attached is a detailed report of the review.

### **Review of Report**

We discussed our report with the Agency's management. In response to the recommendations made in the report, the Agency's management completed a corrective action plan (attached) which we approved. We thank the management and staff for their cooperation during our review.

If you have any questions, please contact me or have your staff contact Mike Pirolo at (626) 293-1110.

JTM:MP:CC:ek

[http://auditor.co.la.ca.us/group\\_home.asp](http://auditor.co.la.ca.us/group_home.asp)

### **Attachments**

c: David E. Janssen, Chief Administrative Officer  
Patricia S. Ploehn, Director, DCFS  
Robert B. Taylor, Chief Probation Officer  
Irene Kiuruwi, Executive Director, B and I Group Home Inc.  
Public Information Office  
Audit Committee

**B and I Group Home Incorporated  
B and I Group Home I  
197 East Alvarado Street  
Pomona, California 91767  
Phone: 909-622-1133  
License Number: 197801988  
Rate Classification Level: 11**

**I. Facility and Environment**

**Method of assessment – Observation**

**Comments:**

B and I Group Home I is located in a residential community. The exterior of the Group Home is adequately maintained. The front and back yards are clean and adequately landscaped. However, the exterior wooden fence is broken.

There is adequate furniture and lighting in the Group Home. The Group Home provides a home-like environment. However, the carpet throughout the Group Home and the kitchen oven are dirty. In the children's bathroom, the bathtub finish is peeling and the window is cracked.

Overall, children's bedrooms are well maintained. The rooms are clean and orderly and have age-appropriate personalized decorations. There is adequate furniture, lighting, and storage space. The mattresses are comfortable, and the beds all have a full complement of linens. Children's sleeping arrangements are appropriate. Window coverings are in good repair. However, in bedroom three, the window screens are damaged and the self-standing mirror is cracked.

The Group Home maintains age appropriate and accessible recreational equipment. There are also board games, a TV, and a DVD player. Books and resource materials, including a computer with a variety of programs, are also available.

The Group Home maintains a sufficient supply of perishable and non perishable foods.

**Recommendations**

**1. B and I Group Home management:**

- a. Repair or replace the exterior wooden fence.**
- b. Clean the carpet throughout the Group Home.**
- c. Clean the kitchen oven.**

- d. Repair or replace the bathtub.**
- e. Repair the bathroom window.**
- f. Repair the window screens in bedroom three.**
- g. Replace the self-standing mirror in bedroom three.**

## **II. Program Services**

**Method of assessment – Review of relevant documents and interviews**

**Sample size: Two**

### **Comments:**

Children meet the Group Home's population criteria as outlined in their Program Statement. Children are assessed for needed services within thirty days of placement.

The treatment team develops and implements the Needs and Services Plans (NSPs) with input from the child. The NSPs are current and include short and long term goals. However, the NSPs are not comprehensive.

Case files reflect adequate documentation to show that children are receiving treatment services.

### **Recommendations**

- 2. B and I Group Home management develop comprehensive Needs and Services Plans that are specific, measurable, attainable, and realistic.**

## **III. Educational and Emancipation Services**

**Method of assessment – Review of relevant documents and interviews**

**Sample size: Two**

### **Comments:**

Children are attending school. Children are provided with educational support and resources to meet their educational needs and are progressing satisfactorily in school. The Group Home's program includes the development of children's daily living, self-help, and survival skills.

Children are provided with opportunities to participate in emancipation and vocational programs as appropriate.

**Recommendations**

**There are no recommendations for this section.**

**IV. Recreation and Activities**

**Method of assessment – Review of relevant documents and interviews**

**Sample size: Two**

**Comments:**

The Group Home provides children with sufficient recreational activities and leisure time. Children are provided with opportunities to participate in planning activities. Children also participate in extra-curricular, enrichment, and social activities in which they have an interest.

The Group Home provides transportation to and from the activities.

**Recommendations**

**There are no recommendations for this section.**

**V. Psychotropic Medication**

**Method of assessment – Review of relevant documents**

According to the Agency's management, there are currently no children taking psychotropic medications. This information is appropriately documented.

Children are aware of their right to refuse medication.

**Recommendations**

**There are no recommendations for this section.**

**VI. Personal Rights**

**Method of assessment – Interviews with children**

**Sample size: Two**

**Comments:**

Children are informed about the Group Home's policies and procedures. Children report that they feel safe in the Group Home and are provided with appropriate staff supervision. Children express satisfaction with the quality of their interactions with staff and report that the staff treats them with respect and dignity.

Children report that they are assigned chores that are reasonable and not too demanding. Children are able to make and receive personal telephone calls, send and receive unopened mail, and have private visitors. Children are able to attend religious services of their choice.

Children report that the discipline policies are consistently enforced and that there are fair and appropriate consequences for inappropriate behavior.

Children report satisfaction with meals and snacks.

Children receive voluntary medical, dental, and psychiatric care.

**Recommendations**

**There are no recommendations for this section.**

**VII. Clothing and Allowance****Method of assessment – Review of relevant documents and interviews**

**Sample size: Two**

**Comments:**

The Group Home provides appropriate clothing and items of necessity. Children are provided with opportunities to select their own clothes. Clothing provided to children is of good quality and of sufficient quantity. However, one child does not receive the required \$50 monthly clothing allowance.

The Group Home provides children with the required minimum weekly allowance. Children spend their allowances as they choose.

The Group Home provides children with adequate personal care items. Children are also encouraged and assisted in creating and maintaining photo albums/life books.

**Recommendations**

- 3. B and I Group Home management provide all children with the required \$50 monthly clothing allowance.**

**B and I Group Home Incorporated  
B and I Group Home II  
410 San Francisco Street  
Pomona, California 91767  
Phone: 909-623-3158  
License Number: 17803511  
Rate Classification Level: 11**

**I. Facility and Environment**

**Method of assessment – Observation**

**Comments:**

B and I Group Home II is located in a residential community. The exterior of the Group Home is well maintained. The front and back yards are clean and adequately landscaped.

There is adequate furniture and lighting in the Group Home. The Group Home provides a home-like environment. However, throughout the Group Home the interior walls have cracks and unfinished repair work. Additionally, some of the interior walls are dirty and the kitchen oven is dirty.

Children's bedrooms are well maintained. The rooms are clean and orderly and have age-appropriate personalized decorations. There is adequate furniture, lighting, and storage space. Window coverings and window screens are in good repair. The mattresses are comfortable and the beds all have a full complement of linens. Children's sleeping arrangements are appropriate.

The Group Home maintains age appropriate and accessible recreational equipment. There are also board games, a TV, and a DVD player. Books and resource materials, including a computer with a variety of programs, are also available.

The Group Home maintains a sufficient supply of perishable and non perishable foods.

**Recommendations**

**1. B and I Group Home management:**

- a. Repair and paint the interior walls throughout the Group Home.**
- b. Clean the kitchen oven.**

**II. Program Services**

**Method of assessment – Review of relevant documents and interviews**

**Sample size: Two****Comments:**

Children meet the Group Home's population criteria as outlined in their Program Statement. Children are assessed for needed services within thirty days of placement.

The treatment team develops and implements the Needs and Services Plans (NSPs) with input from the child. The NSPs are current and include short and long term goals. However, the NSPs are not comprehensive.

Case files reflect adequate documentation to show that children are receiving treatment services.

**Recommendations**

- 2. B and I Group Home management develop comprehensive Needs and Services Plans that are specific, measurable, attainable, and realistic.**

**III. Educational and Emancipation Services****Method of assessment – Review of relevant documents and interviews****Sample size: Two****Comments:**

Children are attending school. Children are provided with educational support and resources to meet their educational needs and are progressing satisfactorily in school. The Group Home's program includes the development of children's daily living, self-help, and survival skills.

Children are provided with opportunities to participate in emancipation and vocational programs as appropriate.

**Recommendations**

**There are no recommendations for this section.**

**IV. Recreation and Activities****Method of assessment – Review of relevant documents and interviews****Sample size: Two****Comments:**



The Group Home provides children with sufficient recreational activities and leisure time. Children are provided with opportunities to participate in planning activities.

Children participate in extra-curricular, enrichment, and social activities in which they have an interest.

The Group Home provides transportation to and from the activities.

**Recommendations**

**There are no recommendations for this section.**

**V. Psychotropic Medication**

**Method of assessment – Review of relevant documents**

**Comments:**

According to the Agency's management, there are currently no children taking psychotropic medications. This information is appropriately documented.

Children are aware of their right to refuse medication.

**Recommendations**

**There are no recommendations for this section.**

**VI. Personal Rights**

**Method of assessment – Interviews with children**

**Sample size: Two**

**Comments:**

Children are informed about the Group Home's policies and procedures. Children report that they feel safe in the Group Home and are provided with appropriate staff supervision. Children express satisfaction with the quality of their interactions with staff and report that the staff treats them with respect and dignity.

Children report that they are assigned chores that are reasonable and not too demanding. Children are able to make and receive personal telephone calls, send and receive unopened mail, and have private visitors. Children are able to attend religious services of their choice.

Children report that the discipline policies are consistently enforced and that there are fair and appropriate consequences for inappropriate behavior.

Children report satisfaction with meals and snacks.

Children receive voluntary medical, dental, and psychiatric care.

**Recommendations**

**There are no recommendations for this section.**

**VII. Clothing and Allowance**

**Method of assessment – Review of relevant documents and interviews**

**Sample size: Two**

**Comments:**

The Group Home provides appropriate clothing and items of necessity. Children are provided with opportunities to select their own clothes. Clothing provided to children is of good quality and of sufficient quantity. However, one child does not receive the required \$50 monthly clothing allowance.

Children spend their allowances as they choose. However, the Group Home does not provide children with the required minimum weekly allowance.

The Group Home provides children with adequate personal care items. Children are also encouraged and assisted in creating and maintaining photo albums/life books.

**Recommendations**

**3. B and I Group Home management:**

- a. Provide all children with the required \$50 monthly clothing allowance.**
- b. Provide children with the required minimum weekly allowance.**

B & I Group Home Incorporated  
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Pomona, California 91767  
Phone: 909-622-1133  
License Number: 197801988  
Rate Classification Level: 11

I. Facility and Environment

- a. exterior wooden fence has been repaired. See attached receipt
- c. the carpet through the group home has been shampooed and cleaned. See attached receipt.
- d. the oven in the kitchen has been cleaned and facility manager Doris Edwards will ensure that it is cleaned on a regular basis.
- e. the bathtub has been stripped and cleaned.
- f. the bathroom window has been replaced, see attached receipt.
- g. the bedroom screens was repaired in bedroom #3, see attached receipt.
- h. the self standing mirror in bedroom three has been removed.

\*Facility Manager, Doris Edwards, will ensure that facility is inspected on a daily basis to keep up with needed repairs. Facility Manager, Doris Edwards, will report any repairs needed to the Executive Director, Irene Kiuruwi, to be done in a timely manner.

II. Program Services

a. B & I management and facility therapist will develop a comprehensive Needs and Service Plan that is specific, measurable, attainable and realistic to each individual. B & I Group Home will invite CSW's/DPO's out, either by phone or fax to come out and participate and collaborate with the goals stated in resident Needs and Service Plans.

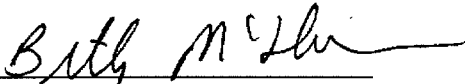
VII. Clothing and Allowance

3. Facility Manager, Doris Edwards, will ensure all minors receive the required fifty dollars allowance every month, and a log will be kept on each resident to show date, amount issued, and how much was spent. Resident will be notified of shopping dates.

\*Facility manager, Doris Edwards, will review all current resident weekly allowance to ensure all residents have received the required weekly minimum allowance. In the event that resident has not received

the required weekly allowance, Doris Edwards, and program director, Billy McDaniel, will ensure retroactive allowance is paid, which will bring the minor current. A retroactive allowance form has been created and will be used if resident is owed retroactive allowance. This form will be signed by the youth and kept on file if resident is owed retroactive.

-Program Administrator, Billy McDaniel is responsible for the quality assurance of Corrective Action Plans.

  
Billy McDaniel

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410 San Francisco Street  
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### I. Facility and Environment

- a. The interior walls have been repaired and painted throughout the facility. See attached receipt.
- b. The oven has been cleaned. Group Home manager, Rene Hudson, will ensure that the oven is cleaned on a regular basis.

\* Facility Manager, Rene Hudson, will ensure that facility is inspected on a daily basis to ensure repairs are done on a timely manner. Facility Manager, Rene Hudson, will report any repairs needed to the Executive Director, Irene Kiuruwi, to be done in a timely manner.

### II. Program Services

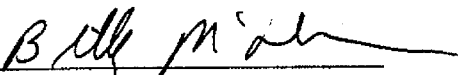
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### VII. Clothing and Allowance

- a. Facility Manager, Rene Hudson, will ensure all minors receive the required fifty dollars allowance every month, and a log will be kept on each resident to show date, amount issued, and how much was spent. Resident will be notified of shopping dates.
- b. Facility manager, Rene Hudson and Program Administrator, Billy McDaniel, will ensure that all residents receive the minimum weekly allowance. A weekly allowance sheet will be kept on file for documentation.
- c. Facility manager, Rene Hudson, will review all current resident weekly allowance to ensure all residents have received the required

weekly minimum allowance. In the event that resident has not received the required weekly allowance, Rene Hudson, and program director, Billy McDaniel, will ensure retroactive allowance is paid, which will bring minor current. A retroactive allowance form has been created and will be used if resident is owed retroactive allowance. This form will be signed by the youth and kept on file if resident is owed retroactive.

-Program Administrator, Billy McDaniel is responsible for the quality assurance of Corrective Action Plans.

  
Billy McDaniel

**B & I Group Home**

**Retroactive Allowance Sheet**

Date: \_\_\_\_\_

Staff: \_\_\_\_\_

| Minor Name | Amount Received | Signature |
|------------|-----------------|-----------|
|            |                 |           |
|            |                 |           |
|            |                 |           |
|            |                 |           |
|            |                 |           |
|            |                 |           |
|            |                 |           |
|            |                 |           |
|            |                 |           |
|            |                 |           |

Staff Signature: \_\_\_\_\_

**B & I Group Home**

**Activity/ Allowance Sheet**

Date: \_\_\_\_\_

Staff: \_\_\_\_\_

Activity: \_\_\_\_\_ (others i.e. Allowance/Clothing) \_\_\_\_\_

Activity Location: \_\_\_\_\_

Time: from \_\_\_\_:\_\_\_\_ to \_\_\_\_:\_\_\_\_

Amount Issued: \$ \_\_\_\_\_

Amount Spent: \$ \_\_\_\_\_ (attach receipt)

Amount Returned: \$ \_\_\_\_\_

| Minor Name | Amount Received | Signature |
|------------|-----------------|-----------|
|            |                 |           |
|            |                 |           |
|            |                 |           |
|            |                 |           |
|            |                 |           |
|            |                 |           |
|            |                 |           |
|            |                 |           |
|            |                 |           |
|            |                 |           |

Staff Signature: \_\_\_\_\_

\*Staff is Responsible for returning all receipts and exact funds left over\*  
You are responsible for any missing funds —



# CLOTHING LOG

Client's Name: \_\_\_\_\_

DOB: \_\_\_\_\_

Case Worker: \_\_\_\_\_

Year: \_\_\_\_\_

DOP: \_\_\_\_\_

| Month:              | Amount Issued : | Amount Spent: | Balance: | Comments: | Staff's Initial: | Follow-up: |
|---------------------|-----------------|---------------|----------|-----------|------------------|------------|
| January             | \$              | \$            | \$       |           |                  |            |
| February            | \$              | \$            | \$       |           |                  |            |
| March               | \$              | \$            | \$       |           |                  |            |
| April               | \$              | \$            | \$       |           |                  |            |
| May                 | \$              | \$            | \$       |           |                  |            |
| June                | \$              | \$            | \$       |           |                  |            |
| July                | \$              | \$            | \$       |           |                  |            |
| August              | \$              | \$            | \$       |           |                  |            |
| September           | \$              | \$            | \$       |           |                  |            |
| October             | \$              | \$            | \$       |           |                  |            |
| November            | \$              | \$            | \$       |           |                  |            |
| December            | \$              | \$            | \$       |           |                  |            |
| Forwarding balance: |                 |               | \$       |           |                  |            |